



SIPA December 6th, 2012
Board Meeting Minutes

Motions:

- To approve September, October and November Board Meeting Minutes- *Approved*
- To approve the 2011/2012 Financial Audit by CliftonLarsonAllen- *Approved*
- To approve bonus for Executive Director, John Conley- *Approved*
- To approve new financial policies- *Approved*
- To approve new benefits and insurance for SIPA employees- *Approved*
- To approve SIPA being a member of PERA- *Approved*
- To go into Executive Session- *Approved*

Meeting Business

- **Call to Order-** Chairman Jack Arrowsmith
- **Roll Call-**
 - **Present-** Jack Arrowsmith, Kristin Russell, Senator Jeanne Nicholson, Stephen Bruce, Reeves Brown, Judge Gerald Marroney, Senator Bill Cadman, Louie Lago, Senator Ron May, Alan Salazar
 - **Excused-** Barb Brohl, Secretary Scott Gessler, Barbara Kelley, Representative Carole Murray, *Quorum Established, 9 Voting Members*
- **MOTION:** To approve September 6, 2012, October 4, 2012 and November 1, 2012 board meeting minutes.
 - *1st: Senator Ron May, 2nd: Judge Gerald Marroney*
 - *Approved unanimously*

Financial Audit Presentation

- Financial Statments
 - Fairly presented in material response.
 - Unqualified position
- Overview of 114 Communication Letter



- SIPA will begin monthly close of books
- Overview of 115 Management Recommendation letter
 - More segregation of accounting duties
 - Risk Management Program
- Finance Committee recommends the approval of the audit. -*Stephen Bruce*
- **Motion:** “I move that the Statewide Internet Portal Authority Board of Directors accept the recommendation of staff to release the Fiscal Year 2011/2012 Financial Audit and give the Executive Director the authority needed to deliver or cause to deliver this report to the Office of the State Auditor.”
 - 1st: Senator Jeanne Nicholson, 2nd: Louie Lago
 - Approved Unanimously

Motion: Bonus

Executive Director Update

- **Financial Polcies**
 - Finance committee believes are appropriate
- **MOTION:** I move that the Statewide Internet Portal Authority Board of Directors accept the recommendation of staff and pass the financial policies as prepared by staff with an effective date of December 6, 2012.
 - *1st: Stephen Bruce. 2nd: Judge Gerald Marroney*
 - *Approved Unanimously*
- **CHFA Transition**



- Switching from CHFA to SIPA's own benefit policy.
- \$1200 increase for SIPA for 3 employees
- **MOTION:** I move that the Statewide Internet Portal Authority Board of Directors accept the recommendation of staff related to Benefits and gives the Executive Director the Authority to enter into contracts as necessary to acquire said insurance benefits.
 - *1st: Judge Gerald Marroney, 2nd: Senator Jeanne Nicholson*
 - *Approved Unanimously*
- **PERA Resolution**
 - Agreement amongst all current SIPA employees to permanently be a member of PERA.
 - Lindsay, Briana and John are all in agreement.
 - *Passes a resolution with the agreement of the SIPA Board of Directors and SIPA staff.*

Colorado Interactive

- Board discusses the desire to talk with other states within NIC regarding new and more cost effective e-government services that states are using.

Executive Session

- **MOTION:** I move that the Board of Directors move into executive session to discuss with SIPA legal counsel two items: First, contractual matters related to the content management system that are required to be maintained as confidential pursuant to Colorado Revised Statute Section 24-6-402(3)(a)(I), and Second, to discuss the content



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of draft report materials from the State Auditor that must be maintained as confidential pursuant to Colorado Revised Statute Section 2-3-103.7.

- *1st: Senator Ron May, 2nd: Senator Jeanne Nicholson*
 - *Approved Unanimously*
- **MOTION:** To come out of Executive Session.
 - *1st: Louie Lago, 2nd: Stephen Bruce*

Adjournment: 3:30pm